

**MINUTES OF
BRENT PELHAM & MEESDEN PARISH COUNCIL MEETING
THURSDAY 20 MAY 2010
VENUE: BRENT PELHAM VILLAGE HALL**

PRESENT:

Mrs Kate Hinch	Councillor (Acting Chair)
Mr Trevor Hughes	Councillor
Mrs Sarah Wootton-Ramsay	Councillor
Mr C Hamilton	Clerk

No Members of the public were present at the meeting.

Minute

Action

10/014 Apologies for absence

Apologies for absence received from Mr Dimsdale, Major Barclay and Mr Livings.

As a consequence of non-availability of Chairman and Vice Chairman an election was held to elect an acting chairperson for the meeting. Mr Hughes nominated Mrs Hinch. Mrs Wootton-Ramsay seconded this motion which was passed.

Motion Passed

That Mrs Hinch be chairperson for the meeting.

10/015 Minutes of Previous Meeting

The minutes of the meetings on 15 April 2010 were approved by electronic approval of the councillors. No objections had been raised to what was recorded. Mrs Hinch duly signed the paper version of the minutes.

10/016 Matters Arising from Previous Meeting

Lamination of the mowing plan and handover of a copy to the head of the mowers remained for action.

Clerk

Confirmation of the listed status of Meesden BT Kiosk has still to be obtained

Mr Hughes

10/017 1 Meesden Green

The Clerk reported that letters had been exchanged Mrs Parsons' solicitor (circulated to councillors by e-mail), and agreement had been reached on the boundary. Shrubs had been removed so the boundary can now be marked and the green reinstated. The Chairman is to obtain a quotation from Thomas Day to carry out the work.

Mr Dimsdale

Mrs Parsons' solicitor had raised the matter of subsidence of the pond bank. The clerk reported that the Chairman and himself have carried out an inspection and could find no sign of subsidence. The slope of banking and established vegetation gave no indication that subsidence had

occurred. Whilst there appeared to be some exposure under the concrete deck that had been erected on the property, there was nothing to indicate that the decking had been correctly constructed in the first place, given its close proximity to the pond. The Clerk had, therefore, therefore written in response indicating the council's findings, indicating that provision of dated, photographic evidence would be required for the council to reconsider its position.

10/018 Puddles Barn

The Clerk reported on the incursion caused by the porch at Puddles Barn. Mr Perrin had still not removed the addition to the porch, even though he had agreed to do so. As a consequence, the clerk had been in touch with District and discussed the matter with planning and conservation. No record exists for the change to the property, even though it is a listed building. A case had been opened by the enforcement team and an enforcement officer would investigate. The outcome of this was awaited.

[21-MAY-2010 Subsequent update – Mr Perrin has removed the addition to the porch which had caused the incursion]

10/019 Planning (Applications)

Pump Hill Cottage

Application for replacement of existing door with a door more in keeping with the rest of the house. No objections have been raised.

10/020 Highways

The poor state of Kennel Hill has been reported by Mr Hughes

Mrs Hinch reported that Raj Goutam from Highways partnership had offered to participate in a walk of the villages to assess highways matters. Mr Hughes offered to walk the villages with Mrs Hinch and Raj.

Mr Hughes pointed out the large hole in Meesden opposite Elm Cottages that had been outlined in paint. The Chair commented on the fact that, in spite of numerous entries being placed in the newsletter about the EHDC fault reporting website, few people seem to bother to use the facility.

10/021 Risk Assessment

The Risk Assessment, agreed at the previous meeting was discussed. Risk GR005 (Precept insufficient to cover council commitments) was considered to be a reality and the likelihood rating changed from 3 to 5, and active measures were planned to address this (see Finance minute). No other change was considered necessary

10/022 Finance

Accounts – The Clerk presented the accounts to the council for the year to date. These showed a current account balance of £834.40 and a reserve account balance of £355.83.

External Audit – The Clerk presented the completed audit submission, based on the summary of accounts approved at the 15-APR-2010 council meeting. The Clerk asked that the meeting review and approve the Annual Governance Statement (Section 2 of the submission). The Chair of the meeting read out the statements to the assembled councillors. On completion, Mr Hughes proposed that the Annual Statement be approved. This motion was seconded by Mrs Wootton-Ramsay and passed by unanimous vote

Motion Passed

That the audit submission annual governance statement be approved.

Proposals for Payment – The Clerk presented the bill from David Martin for the remedial work to the drainage on Meesden Green. This amounted to £420. Mr Hughes proposed that this amount be paid. This motion was seconded by Mrs Wootton-Ramsay and passed by unanimous vote

Motion Passed

That payment be made as proposed

Clerk

State of Finances

The clerk presented the forecast expenditure versus cash at bank. This indicates a £600 shortfall prior to the second precept payment of £1,100 received in October. It may be necessary for a short term loan to the council. The Clerk to approach HAPTC about deferral of payment of the annual subscription and EDHC to see if there is any opportunity to receive the second precept payment early.

Clerk

10/012 AOB

Locality Panel – Mrs Hinch reported on her attendance at the Locality Panel meeting. The main topic of concern was speeding. Success was reporting in control of hare coursing in the area and also in the arrest of the occupants of the blue van that had been reported at various crimes in the area.

10/013 Date of Next Meetings

The next Parish Council meetings are to be held on:

Thursday 15 July 2010 @ 19:30 in Meesden Parish Rooms

Thursday 23 September 2010 @ 19:30 in Brent Pelham Village Hall